

Judicial Information Systems Council Meeting (JIFFY)

Meeting Minutes

Judicial Information Division

Thursday, July 18, 2013

9:38 - 11:20 a.m.

JIFFY Voting Members Present:

Judge Michael Bustamante, Chair
Judge Karen Mitchell, Vice Chair
Judge Camille Martinez-Olguin (video)
Greg Ireland (video)
Tobie Fouratt
Judge Richard Knowles
Robert Mead
Judge Stan Whitaker
Jason Jones
Judge Alan Kirk

Guests Present:

Oscar Arevalo
Deb Williamson
Jamie Goldberg (video)
Frank DiMaggio (video)
Lydia Romero
Judge Sharon Walton (video)
Orlando Ulibarri (video)
Louis Moore (video)
Judge Gerald Baca (video)

Non Voting Members Present:

Chief Justice Petra Jimenez-Maes
Steve Prisoc
Renee Cascio
Artie Pepin

JID Staff Present:

Tom Feilmeier
Annie Hall
Pat Mente
Trixi Bubemyre
Grace Catanach

I Approval of Agenda. Judge Bustamante called the meeting to order at 9:38 a.m. Judge Bustamante accepted Steve Prisoc's request to put the CIO Report first on the agenda in order to acknowledge Sam Noble and Dan Barber.

II. CIO Report.

Email Outage and Recovery. Steve Prisoc referred to the handout entitled "*Email Outage and Recovery – Brief Chronology*" which describes the timeframe and what happened during the email outage. Compellent has taken responsibility for

giving JID the wrong instructions for how they were to install the SAN which brought email down for a number of days. A total loss was declared on the old email system and a new email system was built. Monday afternoon July 15, email was restored. The corrupt email messages for the nine day period are being restored one account at a time, for every user in the system. The nine days of email to Issue Documents and Proposed Order accounts was delivered this morning (July 18, 2013).

- Mr. Prisoc thanked Dan Barber and Sam Noble for their dedication. Sam Noble worked three full nights attempting to restore email and Dan Barber took time out of his vacation to travel to another location to work on the issue and came in to work the weekend that he returned from his vacation.
- Nothing was lost while email was down because JID has a zimbra archive server

Odyssey Version 12. Odyssey Version 12 is less stable than expected. Mr. Prisoc stated that JID is working on getting automatic notification that systems are down. Odyssey is built on a five tier system which includes integration servers, job servers, application servers, database servers and load balancers, preproduction, release test and the metro environment.

Budget Report. Mr. Prisoc reported that since 2008 filing fees in the courts have gone down which resulted in keeping positions open and suspending technical training at JID. IT positions must be filled and technical training is an absolute necessity. Telecommunications expenditures to run Odyssey have increased \$131,000 in one year. Telecommunications will have to be continually updated to accommodate Odyssey and all of the new programs such as Session Works. JID will soon need to provide 24/7 support to Metropolitan Court and staff must be compensated for providing that service (one hour salary for every eight hours a staff member is on call).

III. Budget and Revenue.

JID Revenue Pipeline. Oscar Arevalo presented the JID Revenue Pipeline and reported that the projected cash carryover to FY14 from SCAF regular is approximately \$45,492. Salary, benefits and contractual expenses account for the budget being under by \$542,019 for FY14. Revenue is down 4.4% as compared with last year which is approximately \$265,000 less than what was expected. The

total of all cash flow revenue sources has a projected carryover of \$688,528. \$10,427 at minimum will be moved from the Red Light Camera fund to Odyssey CMS in order to cover the deficit. The unused budget from Case Management of \$69,069 will be carried over to FY14 Odyssey CMS. Red Light Camera Revenues will be covering all of the deficits.

- AOC Fiscal has been meeting with DFA with regards to a cash remediation program. AOC Fiscal has begun to make their deposits directly to the individual accounts of departments such as PERA, or DEA. Previously the funds would be put in suspense and the Treasury would make the distributions to the individual funds. The goal is to utilize this system with all of the district courts.
- Chief Justice Maes stated that judiciary funding for automation needs to come out of the general fund rather than revenue generated. This is the time to approach the legislature on this issue, as a result of lower revenue being generated from court filings. Renee Cascio offered to prepare a statewide report on the number of court case filings for the past ten to fourteen years.

Action Item: Renee Cascio to prepare a statewide report on the number of court case filings for the past ten to fourteen years.

Action Item: JID to determine the number of computers in the judiciary that are presently running on Windows XP and need to be upgraded to Windows7.

IV. JIFFY Subcommittee Activities.

Judges User Group. Judge Mitchell reported that OJUG did not meet this month, however, Judge Singleton is working with the Disposition Codes Sub-committee and they are meeting regularly to review existing and proposed disposition codes.

Odyssey Steering Committee. Judge Mitchell reported that OSC met yesterday. The email outage report given by Steve Prisoc touched on the importance of “business continuity” and how critical this is when the courts are so reliant on IT processes in order to function properly. The email outage affected e-filing even though Odyssey did not go down.

- Tyler has a module that is being considered where e-filing would be available to self-represented litigants.
- With regards to the Metropolitan Court Master Schedule, Odyssey is requesting that JIFFY adopt moving the rollout date for BCMC to the week of February 28-March 3, 2014. Traffic Arraignment is the major area that must be configured for Odyssey and OSC feels that the internal solution appears to be the best solution short term as it fits with the rollout schedule and should be up and running by the end of the year. Also, forty one BCMC Memorandums of Understanding (MOUs) and eleven interfaces have been identified, both of which much also be completed before the rollout.
- The review of standardized reports in Odyssey will be added to the Parking Lot and brought back for review in April of 2014, in order to insure continuity of reports throughout the state court system.
- OSC recommended not extending or renewing the IV&V contract.
- One of the largest risks at this point in the project has been identified as single staffing on different parts of the project. Tom Feilmeier stated that retention of key IT staff is critical to achieving the February 28-March 3 rollout.

Judge Knowles moved to approve the Metropolitan Court Odyssey rollout dates of February 28-March 3, 2014. Judge Whitaker seconded. No opposition noted. Motion carried.

Judge Mitchell moved to approve not renewing or extending the IV&V contract at this time for the Odyssey Metropolitan project. Judge Whitaker seconded. No opposition noted. Motion carried.

V. Review and Approval.

Indigency Filings. Steve Prisoc referred to the handout entitled “*Indigency Filings*”. Mr. Prisoc reported out that it appears from the handout, that there are no dramatic increases in indigency rulings that are affecting SCAF fees.

- Mr. Prisoc stated that the FACTS legacy data will be kept indefinitely.

- The fact that Renee Cascio, Trixi Bubemyre and Tom Feilmeier are spending a great deal of time at Metropolitan Court on the BCMC rollout ,translates to a significant opportunity cost. They are not available for other essential projects such as E-payments.

Change of Date for September JIFFY, OSC and OJUG Meetings. Judge Bustamante canceled the September 2013 JIFFY meeting. Judge Mitchell canceled OSC and OJUG for September. The cancelations are due to conflicting dates with CTC and the Magistrate Conference.

FY15 Business Cases. Steve Prisoc referred to the four pages entitled “ *FY15 Business Cases*”. The four Computer Enhancement Fund requests total approximately \$800,000 and Mr. Prisoc views these as long term enhancement initiatives that are crucial for the benefit of the courts.

VI. Future Meetings. The next meeting will be held on August 15, 2013, 9:30 a.m. at JID in Santa Fe.

VII. Adjourn. Judge Bustamante adjourned the meeting at 11:20 a.m.